

2nd Quarter 2013

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Welcome to our NEW County Clerks

Article submitted by Tom Zawacki, Commissioner of Vehicle Regulation

Greetings from the Department of Vehicle Regulation and the Division of Motor Vehicle Licensing. We hope that your year has gotten off to a great start. We certainly respect and appreciate the wonderful service your offices provide the citizens of the Commonwealth.

There have been six newly appointed County Clerks over the past several months, namely:

- Michael Toon -- Carlisle County
- Tina Browning -- Trimble County
- Kevin Montgomery -- Garrard County
- Dorris McGill -- Trigg County
- Shelia Booher -- Clinton County
- Martha Moss -- Nicholas County

To each of the new Clerks, we look forward to continuing to work closely with your staff under your leadership.

I'm a firm believer that in any relationship, communication is the foundation for success.

My organization embraces two primary values:

1. Respect for people
2. Continuous improvement.

Good, effective communication supports both of those values. So to the new Clerks, and to all the County Clerks throughout the Commonwealth, let's continue to work together toward another successful year.

If I can help you in any way, please don't hesitate to call me directly. I can be reached at (502)564-7000 or by email at thomas.zawacki@ky.gov.



Michael Toon



Tina Browning



Kevin Montgomery



Dorris McGill



Shelia Booher



Martha Moss



PLATE TO CUSTOMER

Kentucky is changing the way it handles license plates when a person sells or trades his or her vehicle. Currently, when you sell or trade your car or truck, the plate stays on the vehicle. When the new KAVIS system goes live, that will change – the plate will stay with the person selling the vehicle.

Another aspect of this change is the registration decal that goes on the plate. The state now has color-coded decals that change every year.

With KAVIS, registration decals will all have a white background with black numbering and lettering. When this change was being discussed, law enforcement officials said the black and white combination would be more easily seen by officers, and changing to a black and white decal would not be an issue.

The numbering on the decal will also change. The decal now displays the two-digit year and has a random production number beneath the year numerals. The new decals will have the plate number listed on the bot-



Article submitted by Paul Mauer

tom, in place of the random number currently there. This will help customers and law enforcement ensure the correct decal is on the right vehicle.

Exercise caution when titling vehicles coming into Kentucky from the east coast

Article submitted by Julie Walker

In light of last year's devastating Hurricane Sandy, flood damaged vehicles are starting to appear everywhere. New Jersey alone has processed more than 13,000 vehicles as either flood or salvage vehicles in their database since Oct. 30, 2012. As titling agencies, we must be diligent when processing any application on a vehicle coming into Kentucky from states such as New Hampshire, Maine, Rhode Island, Connecticut, New Jersey, Maryland, etc. Any state along the east coast is likely to have some vehicles damaged by water.

Division of Motor Vehicle Licensing (MVL) is already experiencing phone calls from Kentucky residents who are interested in buying these vehicles and are inquiring about whether we will title such vehicles. Some of these vehicles will be issued a junking certificate or similar title from that state. In those cases, Kentucky will issue an unrebuildable salvage title (red title) and the customer would use this to go through the Rebuilt process. On the other hand, MVL is



concerned about vehicles coming into Kentucky from the coastal states with good titles. For this reason, we are asking that you, the front line personnel in the clerks' offices, use these two websites to check the vehicle identification numbers (VIN) before entering. NICB has a website; www.nicb.org (VINCheck) which contains most of the VINs damaged by Hurricane Sandy. New Jersey has one established as well, www.njconsumeraffairs.gov/floodedcars.

In addition, Carfax is another good resource.

MVL is strongly recommending not allowing speed titles to be processed on these vehicles. MVL is asking you to help us protect the citizens of the Commonwealth from unknowingly acquiring these vehicles and the problems associated with them.

New Specialty Plates Released Monday, February 4th!

Codes were activated for use beginning Monday, February 4th.
Inventory was mailed to your office beginning Monday, January 28th.



Please note the following information:

If customers would like to personalize their plate, please proceed with normal personalized plate application process with the additional fees assessed.

If you have any question please contact the Division of Motor Vehicle Licensing @ 502-564-1257.

How to Correct a Forced Registration Entered by Mistake

Article submitted by Julie Walker

Oftentimes, Motor Vehicle Licensing (MVL) receives calls concerning the clerk entering an out of state title as a forced registration by mistake. There is an easy fix for this error. You, the clerk/deputy will go to the "RC" screen, and cancel the forced registration by entering "CCN" in the remarks section of this screen. By doing this, it cancels the forced registration transaction. From this point, the clerk/deputy simply enters the transaction as an out of state and goes through the same process as with any other out of state transaction. As always, we're here to help if you have questions or problems with this correction.

Just a Reminder

Article submitted by Julie Walker

Classic Project Titles can now be done on motorcycles as well as vehicles following the same criteria in KRS 186A.115 , KRS 186A.510, and KRS 186A.535.

ROCK Cares & Chiropractic Plate Updates

It has come to our attention that the 'Regular Issue' codes used for this plate are incorrect on the 'PH' screen within AVIS. The personalized codes ARE correct.

The "PH" screen corrections have been put into production. The codes are correct on the "PH" screen as of Monday, February 11th. The code list sent in previous e-mails contain the correct codes. Please utilize the code list.



ROCK Cares Foundation Plates:

Inventory Type- 2K
Issue- NS \$44
Re-issue- NT \$3
Renew- NU \$31

Personalized

Inventory Type-3K
Issue- NV \$69*
Re-issue- NW \$3
Renew- NX \$56*

Programming changes went into effect Monday, February 4th with regards to the Kentucky Chiropractic plate. This plate should NOT have a fund fee. The fee notification within AVIS has been changed. The current steps you have been taking to opt out of the fund are no longer necessary. You are now able to utilize the 'RMZ' code to give credit for the \$25 application fee.



Juvenile Diabetes Research Foundation Plates:

Inventory Type- 4K
Issue- NL \$44
Re-issue- NM \$3
Renew- NN \$31

Personalized

Inventory Type-5K
Issue- NP \$69*
Re-issue- NQ \$3
Renew- NR \$56*

- The issue fees of \$44 and \$69 will be decreased by \$10 if the customer opts out of paying the organization's fund fee.
 - Inventory year for both plates is 2008.
 - Expiration month is birth month.

*** \$25 personalization fee is included in price shown**

AVIS OUTAGES 2013-2014

Tuesday, January 1, 2013
Monday, January 21, 2013
Monday, May 27, 2013
Thursday, July 4, 2013
Monday, September 2, 2013
Monday, November 11, 2013
Thursday, Friday & Saturday, November 28-29-30, 2013
Tuesday & Wednesday, December 24-25, 2013
Tuesday, December 31, 2013
Wednesday, January 1, 2014

New Year's Day Holiday
Martin Luther King, Jr.'s Birthday
Memorial Day Holiday
Independence Day Holiday
Labor Day Holiday
Veterans Day Holiday
Thanksgiving Holidays
Christmas Holidays
New Year's Eve Holiday
New Year's Day Holiday

New User ID forms

Article Submitted by Ainsley Snyder

In an effort to reduce the time needed to process additions, deletions or changes for employees, we have revised the User ID Security Request form.

As you will see, the new form requires more information and you will use one form per employee. We believe this will minimize the number of calls made to your office to clarify your request. In addition, the new form also includes sections to request email and document direct.

Please take time to review the new form with your frontline employees. Please remember to dispose of all past versions of this form and keep copies of the new form available for future requests.

As always, thank you for your prompt attention to this matter and for your cooperation.

INSTRUCTIONS FOR COMPLETING THIS FORM:

1. **This form is to be used to request, revoke or change the name of employee's at the County Clerk's Office and also to request email or Document Direct.**
2. Requests may only be made by the County Clerk or the Office Manager/Supervisor.
3. Please **PRINT** the name of the employee and check the action to be performed for this employee. Also, please include the effective date of this change.
4. **If requesting an email account or Document Direct for an existing employee include their CC Number.**
5. The County Clerk or the Office Manager/Supervisor must sign this form.
6. Fax completed form to 502/564-9314 and please allow 3 to 5 business days for requests to be processed.

Requesting County Name: _____ Employee Name: _____

Type of Request ☐ New Employee ☐ Existing Employee*

*If existing employee please give their CC Number: _____

☐ ADD

☐ AD Account/Windows

☐ AVIS/Mainframe

☐ Email Account

☐ Document Direct

☐ Install on computer

☐ Reports to be accessed

☐ DELETE

☐ AD Account/Windows

Effective Date _____

☐ AVIS/Mainframe

Effective Date _____

☐ Email Account

Effective Date _____

☐ NAME CHANGE

_____ CHANGE TO _____

Signature of County Clerk or Office Manager/Supervisor Only

Date Signed

CONGRATULATIONS...

to Mason & Fleming County Clerks

Article submitted by Julie Walker

Wedding bells were ringing at the end of 2012 for two of our County Clerks. Stephanie Gallenstein, Mason County Clerk and her new husband, Jeff Schumacher were married December 21, 2012.

Fleming County Clerk Jarod Fritz and his fiancée, Amy Ison, were married on November 26, 2012.

Motor Vehicle Licensing sends our congratulations and best wishes for many years of happy marriage to both of the newlyweds.



Former Clerks

Garrard County Clerk, Stacy May

Article Submitted by Kevin Montgomery/Julie Walker



Stacy May, long time Garrard County Clerk, retired from office August 31, 2012 after 32 years. Stacy had served the people of Garrard County since being voted into position in 2002. Stacy started as a deputy in 1981 under Bill Layton and served under Shelton Moss for the entire 21 year period he served as County Clerk. "Stacy is one of those people that you really just enjoy being around and she uplifts anybody that is in her presence. On a professional level I think she is one of the best County Clerks in the state and I have said that publicly at the County Clerks' Association," Judge Executive John Wilson said of the retired Clerk.

Stacy's work ethic and contagious smile was evident everyday in the clerk's office. After having a set of twin granddaughters in February of 2012, Stacy started pondering retirement. "I've been praying about this decision for quite a while but I think this is the Lord's timing and he is telling me to go home and spend more time with my family and grandbabies", May said. Though she has moved on from the courthouse, May will never forget the faces and lives that have touched her over the years, like Bill Layton, Doris Hasty and her "second father" Shelton Moss.

So for now, Stacy May has given up being a leader to being a grandmother babysitting her two granddaughters 4 days a week in the glider rocker which was a retirement gift from her former employees.

Trigg County Clerk, Wanda Thomas

Article Submitted by Dorris McGill/Angela Noel



Wanda worked as a deputy for about 7 years. She then ran for office in 1989, won, and took office in 1990 and retired the last day of Feb, 2012.

Her husband, Gary is also retired. She has two sons; Ken Thomas and Brian Thomas along with three grandsons, Josh, Evan and Colson.



Trimble County Clerk, Jerry Powell

Article Submitted by Tina Browning/Arletta Taylor

Jerry Powell, who has served as Trimble County Clerk for nearly 23 years, was appointed Trimble County Judge Executive on August 24, 2012. Jerry has always said his favorite part of the job has been working and interacting with the public. In his spare time he enjoys spending time with his grandson, Ayden.

Nicholas County Clerk, Doug Fryman

Article Submitted by Martha Moss/Melisa Moyer



Doug Fryman was appointed County Clerk on January 1, 1991. Doug retired on December 31, 2011 due to health reasons. Doug enjoys hunting, fishing and spending time with his family.

Former Clerks

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Carlisle County Clerks, Theresa and Gary Owens

Article submitted by Michael E. Toon/Justin Carmack



When Carlisle County Clerk Theresa Owens announced her retirement in February 2012 due to health reasons, she still had two years left in her term. Her retirement signaled the end of an era.

During Theresa's years as Deputy Clerk and Carlisle County Clerk, she helped rebuild the Carlisle County Clerk's Office from two courthouse fires. She also maintained records dating back to 1986. Fires in 1980 and 2006 destroyed the courthouses in Carlisle County and Owens was at the forefront of preserving those records and ensuring that business for the people of the county went on as scheduled and in the most efficient way possible considering the circumstances.

Gary B. Owens, Theresa's husband, was appointed by Carlisle County Judge Executive Greg Terry to complete the second half of Theresa's term from February 2012 to the November General Election. Gary had extensive experience in helping Theresa throughout her years as County Clerk and had experience in running an election. Gary's father, Warren Lee Owens, served as Carlisle County Clerk in 1966 and his mother, Bonnie Owens, served as Carlisle County Clerk from 1980 to 1993. So Gary basically lived his life in and around the Carlisle County Courthouse.

New Clerk, Michael Toon said, "It is their commitment to serving the people of Carlisle County that compelled them to assist me, so the transition to a new clerk would not be a hindrance to the people that they and their families have served for the past 50 years. I truly hope that I can continue the long tradition of public service that the Owens family has blessed Carlisle County with for so many years."

Clinton County Clerk Jim Elmore

Article Submitted by Shelia Booher/Linda Forbes

Jim Elmore spent 23 years in public service as the Clinton County Court Clerk. Jim was elected in 1989 and took office January 1990. Jim always took his job seriously and did an excellent job as clerk. In January 2013 he began a new chapter in his life when he officially began his retirement. An avid fisherman, Jim now spends most of his time on the lake, which is his favorite place to be. However, he can still be seen around the courthouse. He likes to visit the office where he once worked, which is now occupied by his former deputy and newly appointed Clerk, Shelia Booher, his wife, Diann, and former employees, Jenny, Nathan, Kate, and Georgia. Shelia worked with Jim for 23 years and says she could not have asked for a better boss. Jim has looked forward to his retirement for several years. He had been counting the days and joked that you would be able to find him on the lake 365 days a year. When he isn't fishing, Jim helps care for his mother and enjoys spending time and working on his farm.



HELPFUL WEB SITES & 800 NUMBERS

Vehicle Titles

1-800-244-9036

<http://transportation.ky.gov/Motor-Vehicle-Licensing/Pages/default.aspx>

Vehicle Registration

1-800-244-9410

<http://mvl.ky.gov/KyRenewWeb/requirementpage.jsp>

Government & Community Services

1-888-567-1373

<http://kycare.net/>



Easy Lemon Cake

Ingredients

- 1/2 pound (2 sticks) unsalted butter, at room temperature
- 2 1/2 cups granulated sugar, divided
- 4 extra-large eggs, at room temperature
- 1/3 cup grated lemon zest (6 to 8 large lemons)
- 3 cups flour
- 1/2 teaspoon baking powder
- 1/2 teaspoon baking soda
- 1 teaspoon kosher salt
- 3/4 cup freshly squeezed lemon juice, divided
- 3/4 cup buttermilk, at room temperature
- 1 teaspoon pure vanilla extract

Instructions

1. Preheat the oven to 350 degrees F. Grease and flour 2 (8 1/2 by 4 1/4 by 2 1/2-inch) loaf pans.
2. In the bowl of an electric mixer, cream the butter and

2 cups sugar until light and fluffy (about 5 minutes). Next, add your eggs, 1 at a time, followed by the lemon zest.

3. In a medium bowl, sift together your flour, baking powder, baking soda, and salt. In a small bowl, combine the 1/4 cup lemon juice, the buttermilk, and vanilla. Add the flour and buttermilk mixtures alternately to the batter, beginning and ending with the flour. Divide the batter evenly between the pans, and bake for 45 minutes

to 1 hour, until a cake tester comes out clean.

4. Meanwhile, combine 1/2 cup granulated sugar with 1/2 cup lemon juice in a small saucepan and cook over low heat until the sugar dissolves. When your cakes are done, allow them to cool in the pans for 10 minutes. Remove the cakes from the pans and set them on a wire rack set over a tray or sheet pan; spoon the lemon syrup over them. Allow the cakes to cool completely.

The County Clerk Connection...



wants your feedback.

Email us your thoughts & suggestions!

Stacey.Hiles@ky.gov

Or call: (502) 564-7000 ext 4153

**Our Address is: 200 Mero Street
Frankfort, Ky. 40622**